



Meeting Minutes

Dowdy's Park Design Kick-Off Meeting
October 29, 2014, 3:00 pm
Nags Head Board Room, Nags Head, NC

Attendees:

Commissioner Susie Walters
Kelly Wyatt
Teresa Kerber
Kerry Sanders
Chris Dewitt

Andy Garman
Ralph Barile
David Elder
Ben Cahoon
John DeLucia

The meeting began with welcomes and introductions. Andy Garman initiated the meeting and John DeLucia and Chris Dewitt explained the project scope and desired schedule. Master planning of Dowdy's park is intended to take several months and culminate with a final master plan and planning documents. These documents will include documentation of the planning process, public input, programing, estimated costs and potential phasing plans. The intent is to complete this plan so that the information generated can be utilized for budgeting, grant applications and as the blueprint for the future construction of this recreational facility.

We next briefly discussed the Pumpkin Festival event and the citizen surveys that were taken at that event and are currently being gathered on-line. Andy presented a slide show that illustrated the preliminary results so far. This survey and comments were to remain active until the Public Input meeting. We then celebrated several birthdays with a wonderful cake baked by Commissioner Walters.

After the break we discussed the Public Input Meeting dates which were finalized as November 20 at 5:30 PM for the Public Input Meeting with the Design Charrette scheduled for 9:00 AM on November 21, 2014. We also discussed holding another Public Input meeting once the three preliminary plans were developed.

A brief discussion regarding the final plans and planning documents was held and John indicated that the report would be formatted so that it could be used for Grant Applications and other funding source requests. These documents will include a summary of the planning process, programing, design decisions, estimated construction and maintenance costs, material recommendations and other information that is relevant to the project.

The meeting adjourned at approximately 4:45 pm.

By: John M. DeLucia, PE 10/30/14